April 17, 2012

Mr. Moses Hampton

President, CEO, CFO, XXOO, EVOO

Talbot Thingamajig Inc.

Dear Mr. Hampton:

I am interested in an overseas assignment in China. I chose this country because it has a very interesting culture different from the culture of the United States. Additionally, the United States gets many products from China, so it is important that communication remains good with them. Over the next seven weeks in Global Networking and Exploration, I expect to learn things such as some of the Chinese language, respectful ways to introduce myself to and communicate with Chinese people, and the type of food and clothing worn in China. In my future career, I may be able to use this global experience if I ever need to interact with foreign countries. I believe I am the best candidate for this position because I am hardworking and a quick learner, so it would not be a difficult task for me. I have also always had an interest in the Chinese culture. Please consider choosing me for this assignment.

Sincerely,

Maria Longo